

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**TM, a menu-driven database system. The INTERNET address for **GSA Advantage!**TM is:
<http://www.GSAAdvantage.gov>.

Professional Services Schedule (PSS)

Industrial Group: 00CORP

Contract Number: GS-10F-0434Y

**For more information on ordering from Federal Supply Schedules
click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>**

Contract Period: 8/21/2012 through 8/20/2017

[Supplement Number 01; Effective Date: 3/10/2016]

Contractor: **ALCYON, INC.**
4801 University Square Ste 31
Huntsville, AL 35816 1815

Business Class: Small, Disadvantaged, Woman-Owned

Telephone: (256) 704-2305
Extension: 208
FAX Number: (256) 704-2306
Web Site: www.alcyoneng.com
E-mail: daniel.eldrdige@alcyoneng.com
Contract Administration: Daniel A. Eldridge

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s):

871-2/2RC, 871-3/3RC, 871-4/4RC, 871-6/6RC, 874-501/501RC, 874-507/507RC

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

(CUSTOMER INFORMATION: Continued)

- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.**
- 2. Maximum Order: \$1,000,000.00**
- 3. Minimum Order: \$100.00**
- 4. Geographic Coverage (delivery Area): Domestic only**
- 5. Point(s) of production (city, county, and state or foreign country): Same as company address**
- 6. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See Attachment.**
- 7. Quantity discounts: At least .5% discount for Task Orders over \$150,000.**
- 8. Prompt payment terms: Net 30 days**
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes**
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will accept over \$3,000**
- 10. Foreign items (list items by country of origin): None**
- 11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order**
- 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor**
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor**
- 11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor**

(CUSTOMER INFORMATION: Continued)

- 12. F.O.B Points(s):** Destination
- 13a. Ordering Address(es):** Same as Contractor
- 13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. Payment address(es):** Same as company address
- 15. Warranty provision.:** Contractor's standard commercial warranty.
- 16. Export Packing Charges (if applicable):** N/A
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
- 18. Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
- 19. Terms and conditions of installation (if applicable):** N/A
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. Terms and conditions for any other services (if applicable):** N/A
- 21. List of service and distribution points (if applicable):** N/A
- 22. List of participating dealers (if applicable):** N/A
- 23. Preventive maintenance (if applicable):** N/A
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at:** www.Section508.gov/.
- 25. Data Universal Numbering System (DUNS) number:** 60-6852163
- 26. Notification regarding registration in Central Contractor Registration (CCR) database:** Registered

(CUSTOMER INFORMATION: Continued)

Labor Category/Rate Listing

Item	Applicable SIN	Labor Category	Site	GSA Schedule Price	
				2016	2017
1	871-2, 871-3, 871-4, 871-6	Systems Engineer	Contractor Site	\$ 102.19	\$ 104.23
2	871-2, 871-3, 871-4, 871-6	Senior Systems Engineer	Contractor Site	\$ 128.71	\$ 131.28
3	871-2, 871-3, 871-4, 871-6	Lead Info. Assurance/Sys. Sec. Spec.	Customer Site	\$ 144.14	\$ 147.02
4	871-2, 871-3, 871-4, 871-6	Info. Assurance/Sys. Sec. Spec.	Customer Site	\$ 85.50	\$ 87.21
5	871-2, 871-3, 871-4, 871-6	Senior Analyst III	Customer Site	\$ 80.78	\$ 82.40
6	871-2, 871-3, 871-4, 871-6	Senior Analyst VII	Customer Site	\$ 96.65	\$ 98.58
7	871-2, 871-3, 871-4, 871-6	Senior Analyst XI	Contractor Site	\$ 161.25	\$ 164.48
8	871-2, 871-3, 871-4, 871-6	Advanced Analyst	Customer Site	\$ 112.33	\$ 114.58
9	871-2, 871-3, 871-4, 871-6	Missile System SME	Both	\$ 180.31	\$ 183.92
10	871-2, 871-3, 871-4, 871-6	Senior Systems Eng SME	Both	\$ 180.31	\$ 183.92
11	871-2, 871-3, 871-4, 871-5	Manager I	Contractor Site	\$ 137.75	\$ 140.51
12	871-2, 871-3, 871-4, 871-6	Manager II	Contractor Site	\$ 201.64	\$ 205.67
13	871-2, 871-3, 871-4, 871-6	Manager III	Contractor Site	\$ 249.26	\$ 254.25
14	871-2, 871-3, 871-4, 871-6	Project Manager I	Contractor Site	\$ 117.57	\$ 119.92
15	871-2, 871-3, 871-4, 871-6	Project Manager II	Contractor Site	\$ 150.78	\$ 153.80
16	871-2, 871-3, 871-4, 871-6	Project Manager III	Contractor Site	\$ 175.40	\$ 178.91
17	871-2, 871-3, 871-4, 871-6	Project Manager IV	Contractor Site	\$ 235.88	\$ 240.60
18	871-2, 871-3, 871-4, 871-6	Bus. Specialist I	Contractor Site	\$ 101.55	\$ 103.58
19	871-2, 871-3, 871-4, 871-6	Bus. Specialist II	Contractor Site	\$ 144.64	\$ 147.53
20	871-2, 871-3, 871-4, 871-6	Bus. Specialist III	Contractor Site	\$ 175.40	\$ 178.91
21	871-2, 871-3, 871-4, 871-6	Technical Support Specialist I	Contractor Site	\$ 26.05	\$ 26.57
22	871-2, 871-3, 871-4, 871-6	Technical Support Specialist II	Contractor Site	\$ 43.69	\$ 44.56
23	871-2, 871-3, 871-4, 871-6	Technical Support Specialist III	Contractor Site	\$ 76.92	\$ 78.46
24	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal I	Contractor Site	\$ 107.19	\$ 109.33
25	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal II	Contractor Site	\$ 126.17	\$ 128.69
26	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal III	Contractor Site	\$ 144.64	\$ 147.53
27	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal IV	Contractor Site	\$ 187.72	\$ 191.47
28	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal V	Contractor Site	\$ 207.51	\$ 211.66
29	871-2, 871-3, 871-4, 871-6	Eng/Anal I	Contractor Site	\$ 82.56	\$ 84.21
30	871-2, 871-3, 871-4, 871-6	Eng/Anal II	Contractor Site	\$ 88.52	\$ 90.29
31	871-2, 871-3, 871-4, 871-6	Eng/Anal III	Contractor Site	\$ 111.13	\$ 113.35
32	871-2, 871-3, 871-4, 871-6	Jr. Eng/Anal I	Contractor Site	\$ 42.61	\$ 43.46
33	871-2, 871-3, 871-4, 871-6	Jr. Eng/Anal II	Contractor Site	\$ 81.40	\$ 83.03
34	871-2, 871-3, 871-4, 871-6	Technician I	Contractor Site	\$ 39.99	\$ 40.79
35	871-2, 871-3, 871-4, 871-6	Technician II	Contractor Site	\$ 61.76	\$ 63.00
36	871-2, 871-3, 871-4, 871-6	Technician III	Contractor Site	\$ 75.32	\$ 76.83

(CUSTOMER INFORMATION: Continued)

37	871-2, 871-3, 871-4, 871-6	Technician IV	Contractor Site	\$ 89.23	\$ 91.01
38	871-2, 871-3, 871-4, 871-6	Technical Specialist I	Contractor Site	\$ 47.80	\$ 48.76
39	871-2, 871-3, 871-4, 871-6	Technical Specialist II	Contractor Site	\$ 82.56	\$ 84.21
40	871-2, 871-3, 871-4, 871-6	Sr. Scientist/SME I	Contractor Site	\$ 220.71	\$ 225.12
41	871-2, 871-3, 871-4, 871-6	Sr. Scientist/SME II	Contractor Site	\$ 262.27	\$ 267.52
42	871-2, 871-3, 871-4, 871-6	Sr. Scientist/SME III	Contractor Site	\$ 301.96	\$ 308.00
43	871-2, 871-3, 871-4, 871-6	Manager I	Customer Site	\$ 117.10	\$ 119.44
44	871-2, 871-3, 871-4, 871-6	Manager II	Customer Site	\$ 171.40	\$ 174.83
45	871-2, 871-3, 871-4, 871-6	Manager III	Customer Site	\$ 211.87	\$ 216.11
46	871-2, 871-3, 871-4, 871-6	Project Manager I	Customer Site	\$ 99.93	\$ 101.93
47	871-2, 871-3, 871-4, 871-6	Project Manager II	Customer Site	\$ 128.16	\$ 130.72
48	871-2, 871-3, 871-4, 871-6	Project Manager III	Customer Site	\$ 149.10	\$ 152.08
49	871-2, 871-3, 871-4, 871-6	Project Manager IV	Customer Site	\$ 200.50	\$ 204.51
50	871-2, 871-3, 871-4, 871-6	Bus. Specialist I	Customer Site	\$ 86.31	\$ 88.04
51	871-2, 871-3, 871-4, 871-6	Bus. Specialist II	Customer Site	\$ 122.94	\$ 125.40
52	871-2, 871-3, 871-4, 871-6	Bus. Specialist III	Customer Site	\$ 149.10	\$ 152.08
53	871-2, 871-3, 871-4, 871-6	Technical Support Specialist I	Customer Site	\$ 22.14	\$ 22.58
54	871-2, 871-3, 871-4, 871-6	Technical Support Specialist II	Customer Site	\$ 37.13	\$ 37.87
55	871-2, 871-3, 871-4, 871-6	Technical Support Specialist III	Customer Site	\$ 65.38	\$ 66.69
56	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal I	Customer Site	\$ 91.10	\$ 92.92
57	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal II	Customer Site	\$ 107.24	\$ 109.38
58	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal III	Customer Site	\$ 122.94	\$ 125.40
59	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal IV	Customer Site	\$ 159.55	\$ 162.74
60	871-2, 871-3, 871-4, 871-6	Sr. Eng/Anal V	Customer Site	\$ 176.39	\$ 179.92
61	871-2, 871-3, 871-4, 871-6	Eng/Anal I	Customer Site	\$ 70.19	\$ 71.59
62	871-2, 871-3, 871-4, 871-6	Eng/Anal II	Customer Site	\$ 75.24	\$ 76.74
63	871-2, 871-3, 871-4, 871-6	Eng/Anal III	Customer Site	\$ 94.45	\$ 96.34
64	871-2, 871-3, 871-4, 871-6	Jr. Eng/Anal I	Customer Site	\$ 36.21	\$ 36.93
65	871-2, 871-3, 871-4, 871-6	Jr. Eng/Anal II	Customer Site	\$ 69.20	\$ 70.58
66	871-2, 871-3, 871-4, 871-6	Technician I	Customer Site	\$ 34.00	\$ 34.68
67	871-2, 871-3, 871-4, 871-6	Technician II	Customer Site	\$ 52.49	\$ 53.54
68	871-2, 871-3, 871-4, 871-6	Technician III	Customer Site	\$ 64.02	\$ 65.30
69	871-2, 871-3, 871-4, 871-6	Technician IV	Customer Site	\$ 75.86	\$ 77.38
70	871-2, 871-3, 871-4, 871-6	Technical Specialist I	Customer Site	\$ 32.87	\$ 33.53
71	871-2, 871-3, 871-4, 871-6	Technical Specialist II	Customer Site	\$ 70.19	\$ 71.59
72	871-2, 871-3, 871-4, 871-6	Sr. Scientist/SME I	Customer Site	\$ 187.60	\$ 191.35
73	871-2, 871-3, 871-4, 871-6	Sr. Scientist/SME II	Customer Site	\$ 222.93	\$ 227.39
74	871-2, 871-3, 871-4, 871-6	Sr. Scientist/SME III	Customer Site	\$ 256.66	\$ 261.79
75	874-501, 874-507	Program/Project Manager	Customer Site	\$ 103.20	\$ 105.27
76	874-501, 874-507	PM/Subject Matter Expert	Customer Site	\$ 152.48	\$ 155.53
77	874-501, 874-507	Senior Logistics Analyst III	Customer Site	\$ 97.10	\$ 99.04
78	874-501, 874-507	Senior Logistics Analyst II	Customer Site	\$ 86.86	\$ 88.60

(CUSTOMER INFORMATION: Continued)

79	874-501, 874-507	Senior Logistics Analyst I	Customer Site	\$ 75.11	\$ 76.61
80	874-501, 874-507	Logistics Analyst V	Customer Site	\$ 73.56	\$ 75.03
81	874-501, 874-507	Logistics Analyst IV	Customer Site	\$ 72.47	\$ 73.92
82	874-501, 874-507	Logistics Analyst III	Customer Site	\$ 69.24	\$ 70.62
83	874-501, 874-507	Logistics Analyst II	Customer Site	\$ 65.23	\$ 66.53
84	874-501, 874-507	Logistics Analyst I	Customer Site	\$ 62.48	\$ 63.73
85	874-501, 874-507	Logistics Specialist V	Customer Site	\$ 79.62	\$ 81.21
86	874-501, 874-507	Logistics Specialist IV	Customer Site	\$ 69.87	\$ 71.26
87	874-501, 874-507	Logistics Specialist III	Customer Site	\$ 66.10	\$ 67.42
88	874-501, 874-507	Logistics Specialist II **	Customer Site	\$ 58.80	\$ 59.98
89	874-501, 874-507	Logistics Specialist I **	Customer Site	\$ 52.89	\$ 53.95
90	874-501, 874-507	Engineer/Scientist III	Customer Site	\$ 92.21	\$ 94.06
91	874-501, 874-507	Engineer/Scientist II	Customer Site	\$ 74.84	\$ 76.34
92	874-501, 874-507	Engineer/Scientist I	Customer Site	\$ 65.26	\$ 66.56
93	874-501, 874-507	Technician III **	Customer Site	\$ 57.29	\$ 58.43
94	874-501, 874-507	Technician II **	Customer Site	\$ 47.28	\$ 48.23
95	874-501, 874-507	Technician I **	Customer Site	\$ 40.43	\$ 41.24
96	874-501, 874-507	Clerk III **	Customer Site	\$ 33.81	\$ 34.48
97	874-501, 874-507	Clerk II **	Customer Site	\$ 29.11	\$ 29.70
98	874-501, 874-507	Clerk I **	Customer Site	\$ 26.51	\$ 27.04
99	874-501, 874-507	Administrative Assistant III **	Customer Site	\$ 44.62	\$ 45.52
100	874-501, 874-507	Administrative Assistant II **	Customer Site	\$ 42.97	\$ 43.83
101	874-501, 874-507	Administrative Assistant I **	Customer Site	\$ 25.53	\$ 26.05

***Designates labor categories subject to the Service Contract Act.*

SCA Matrix		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD number
Logistics Specialist II **	23593 - Metrology Technician III	2005-2416 (Rev. 15)
Logistics Specialist I **	31363 - Truck Driver, Heavy	2005-2416 (Rev. 15)
Technician III **	30085 - Engineering Technician V	2005-2416 (Rev. 15)
Technician II **	23592 - Metrology Technician II	2005-2416 (Rev. 15)
Technician I **	23591 - Metrology Technician I	2005-2416 (Rev. 15)
Clerk III **	01113 - General Clerk III	2005-2416 (Rev. 15)
Clerk II **	01112 - General Clerk II	2005-2416 (Rev. 15)
Clerk I **	01111 - General Clerk I	2005-2416 (Rev. 15)
Administrative Assistant III **	01313 - Secretary III	2005-2416 (Rev. 15)
Administrative Assistant II **	01312 - Secretary II	2005-2416 (Rev. 15)
Administrative Assistant I **	01311 - Secretary I	2005-2416 (Rev. 15)

The service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Numbers(s) identified in the SCA matrix. The prices offered are in line with the geographic scope of the contract (i.e. nationwide).

(CUSTOMER INFORMATION: Continued)

Labor Category Descriptions **(Contract Number: GS-10F-0434Y)**

Systems Engineer

Brief Description & Experience:

Designs and develops solutions to complex applications, issues, or concerns. Performs systems management and integration functions while also supporting the design and coordination activities associated with large-scale, complex projects. These functions may include risk management, verification and validation activities, and life cycle assessments and management. Also works to define complex system requirements and determine system specifications, processes and working parameters. Assures system is capable of meeting required performance metrics. Demonstrates experience in software development, modeling and simulation techniques, or other system specific engineering discipline. Five(5) years of experience required.

Education Requirement:

Must have a minimum of a Bachelor's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Substitutions for Experience:

Master's degree (MS/MA) = four (4) years of experience

Doctorate degree (Ph.D) = three (3) years of experience

Senior Systems Engineer

Brief Description & Experience:

Designs and develops solutions to complex applications, issues, or concerns. Performs systems management and integration functions while also supporting the design and coordination activities associated with large-scale, complex projects. These functions may include risk management, verification and validation activities, and life cycle assessments and management. Also works to define complex system requirements and determine system specifications, processes and working parameters. Assures system is capable of meeting required performance metrics. Demonstrates experience in software development, and modeling and simulation techniques, or other system specific engineering discipline. Nine (9) years of experience required.

Education Requirement:

Must have a minimum of a Bachelor's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Substitutions for Experience:

Master's degree (MS/MA) = four (4) years of experience

Doctorate degree (Ph.D) = three (3) years of experience

(CUSTOMER INFORMATION: Continued)

Lead Information Assurance/Lead Systems Security Specialist

Brief Description & Experience:

This person will be a high level technical contributor with expertise in the system and information technology lifecycle processes. They will be responsible for documenting existing operations and practices; analyzing those operations and practices against documented best practices and developing plans of actions and independent assessments. They will act as a member of the team responsible for providing technical guidance concerning the business implications of the application of various systems or as independent assessor.

The individual will manage risks associated with protecting information of business and organizations. Must have experience with able to articulate Mission Assurance Categories (MAC) and Confidentiality Levels (CL). Must have experience with Certification and Accreditation of systems utilizing Information Assurance controls. Experience with certification documentation, comment resolution, and request submission desired. CISSP or equivalent certification desired. Fifteen (15) years of experience required.

Education Requirement:

Must have a minimum of an Associate's degree from an accredited university

Substitutions for Experience:

Bachelor's Degree (BS/BE) = six (6) years of experience

Master's degree (MS/MA) = four (4) years of experience

Doctorate degree (Ph.D) = three (3) years of experience

Information Assurance/Systems Security Specialist

Brief Description & Experience:

Supports digital, analog, and physical information related to the use, processing, storage, and transmission of information or data and the systems and processes used for those purposes. Supports the articulation of risks associated with protecting information and computer security of business and organizations. Must be versed in information assurance standards and able to articulate Mission Assurance Categories (MAC) and Confidentiality Levels (CL). Must have experience with Certification and Accreditation of systems utilizing IA controls. Experience with IA certification documentation, comment resolution, and request submission desired. Six (6) years of experience required. CISSP desired or equivalent certification.

Education Requirement:

Must have a minimum of an Associate's degree from an accredited university or college.

Substitutions for Experience:

Bachelor's Degree (BS/BE) = six (6) years of experience

Master's degree (MS/MA) = four (4) years of experience

Doctorate degree (Ph.D) = three (3) years of experience

Senior Analyst III, VII, XI

Brief Description & Experience:

Performs a variety of engineering tasks, independently or under supervision, which are broad in nature and are concerned with the design and implementation, including personnel, hardware, software and support facilities and/or equipment. Supervises team of Engineers through project completion. Plans and performs engineering research, design development, and other assignments in conformance with design, engineering and customer specifications. Responsible for major technical/engineering projects of higher complexity and importance than those normally assigned to lower level engineers. Requires extensive experience in the analysis, planning, design, development, implementation or support of various weapons platforms, components, and/or systems. Demonstrates experience in related software development, hardware, systems analysis, and system assessment.

(CUSTOMER INFORMATION: Continued)

Senior Analyst III requires eleven (11) years of experience.

Senior Analyst VII requires Fifteen (15) years of experience.

Senior Analyst XI requires Master's Degree and Fifteen (15) years of experience.

Education Requirement:

Senior Analyst III- Must have a minimum of a Bachelor's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Senior Analyst VII- Must have a minimum of a Bachelor's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Senior Analyst XI- Must have a minimum of a Master's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Substitutions for Experience:

Senior Analyst III- Master's degree (MS/MA) = four (4) years of experience
Doctorate degree (Ph.D) = three (3) years of experience

Senior Analyst VII- Master's degree (MS/MA) = four (4) years of experience
Doctorate degree (Ph.D) = three (3) years of experience

Senior Analyst XI- Doctorate degree (Ph.D) = three (3) years of experience

Substitutions for Degree:

Senior Analyst III- Six additional years of experience or a combination of additional years of experience and other specialized training may be substituted for the BS/BA degree requirement.

Senior Analyst VII- Six additional years of experience or a combination of additional years of experience and other specialized training may be substituted for the BS/BA degree requirement.

Advanced Analyst

Brief Description & Experience:

A highly skilled Analyst providing support in functional areas such as acquisition, costing, logistics, programmatic, mission planning, configuration management, quality assurance, test and evaluation, simulation model development, and independent verification and validation. The Advanced Analyst must possess at least 2 years of managerial/ supervisory experience sufficient to ensure positive direction of subordinates. An Advanced Analyst must have a minimum of ten (10) years of related job experience.

Education Requirement:

An Advanced Analyst must have received a BA/BS degree in math, business, or other related field from an accredited college or university.

Substitutions for Experience:

Master's degree (MS/MA) = four (4) years of experience
Doctorate degree (Ph.D) = three (3) years of experience

(CUSTOMER INFORMATION: Continued)

Missile System SME

Brief Description & Experience:

Expert in single or multiple technical disciplines providing expert knowledge and insight into specific areas of missile science and technology. Guides the development and application of this knowledge to the project. Independently performs a variety of missile system design and integration tasks where subject matter expertise is required. Directly support program leadership with high level technical, policy, and contract advice on studies, analyses, and contractual documents relying on the SMEs prior knowledge and experience. Ten (10) years of experience is required with at least five (5) in the missile systems area.

Education Requirement:

Must have a minimum of a Master's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Substitutions for Experience:

A Doctorate degree may substitute for an additional three (3) years of experience.

Senior Systems Engineering SME

Brief Description & Experience:

Expert in single or multiple technical disciplines providing expert knowledge and insight into specific areas of systems engineering; to include but not limited to risk management, project management, integration, and test activities. Guides the development and application of this knowledge to the project. Independently performs a variety of system integration, management, design and integration tasks where subject matter expertise is required. Directly support program leadership with high level technical, policy, and contract advice on studies, analyses, and contractual documents relying on the SMEs prior knowledge and experience. Ten(10) years of experience is required with at least five (5) in systems engineering arena.

Education Requirement:

Must have a minimum of a Master's degree from an accredited university or college in engineering, mathematics, business, or other applicable field.

Substitutions for Experience:

A Doctorate degree may substitute for an additional three (3) years of experience.

Manager

Brief Description & Experience:

Directs the performance of a variety of related projects that may be organized by technology, program, or client. Oversees the technology development and/or application, marketing, and resource allocation within program client base. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items. Operates within client guidance, contractual limitations, and company business and policy directives. Serves as focal point of contact with client regarding program activities. Ensures that all required resources including work force, production standards, computer time, and facilities are available for program implementation. Manages program consisting of multiple projects including project identification, design, development, and delivery. Maintains the development and execution of business opportunities based on broad, general guidance. Responsible for marketing new technology and follow-on business acquisitions. Confers with project manager to provide technical advice and problem resolution. May perform other duties as assigned.

JOB SPECIFICATIONS

Manager I - Bachelor's Degree or equivalent and 7 yrs of general experience

Manager II - Bachelor's Degree or equivalent and 15 yrs of general experience

Manager III – Master's Degree or equivalent and 11 yrs of general experience

(CUSTOMER INFORMATION: Continued)

Project Manager

Brief Description & Experience:

Manages project operations and ensures production schedules are met. Ensures system resources are used effectively. Coordinates the resolution of production-related problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of information technology services. Provides users with computer output. Supervises staff operations.

JOB SPECIFICATIONS

Project Manager I - Bachelor's Degree or equivalent and 5 yrs of general experience

Project Manager II - Bachelor's Degree or equivalent and 10 yrs of general experience

Project Manager III – Master's Degree or equivalent and 11 yrs of general experience

Project Manager IV - Bachelor's Degree or equivalent and 26 yrs of general experience

Business Specialist

Brief Description & Experience:

Includes all labor efforts identified as business and finance in nature, including but not limited to project control, finance and accounting, project planning and scheduling, and cost estimating. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report, and recommends solutions. Principal duties may include, but are not limited to, preparing work breakdown structures, charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to administrative staff.

Job Specifications

Bus. Specialist I - Bachelor's Degree or equivalent and 2 yrs of general experience

Bus. Specialist II - Bachelor's Degree or equivalent and 6 yrs of general experience

Bus. Specialist III - Master's Degree or equivalent and 5 yrs of general experience

Technical Support Specialist

Brief Description & Experience:

Provides administrative-type support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, general office support, executive secretarial support, human resource planning, event planning and administration, office relocation planning, mail services, records and data input. The Technical Support Specialist labor category directly supports the Government customer by coordinating program data associated with various technical projects. This category is a direct charge position, and in no way supports corporate overhead functions. Specializes in coordinating and planning office administration and support. Understands and provides documentation planning and support, project administration, general office support, executive secretarial support, human resource planning, event planning and administration, office relocation planning, mail services, records and data input. May perform other duties as assigned.

JOB SPECIFICATIONS

Tech Supp Specialist I - High School Diploma or equivalent

Tech Supp Specialist II – Bachelor's Degree or equivalent

Tech Supp Specialist III – Bachelor's Degree or equivalent and 7 yrs of general experience

(CUSTOMER INFORMATION: Continued)

Sr. Engineer / Analyst

Brief Description & Experience:

Performs a variety of engineering tasks, either independently or under supervision, which are broad in nature and are concerned with the design and implementation, including personnel, hardware, software and support facilities and/or equipment. Supervises team of engineers through project completion. Plans and performs engineering research, design development, and other assignments in conformance with design, engineering, and customer specifications. Responsible for major technical/engineering projects of higher complexity and importance than those normally assigned to lower level engineers. Coordinates the activities of engineers and technicians assigned to specific engineering projects. May perform other duties as assigned.

JOB SPECIFICATIONS

Sr Eng/Anal I - Bachelor's Degree or equivalent and 9 yrs of general experience

Sr Eng /Anal II - Bachelor's Degree or equivalent and 12 yrs of general experience

Sr Eng/Anal III - Bachelor's Degree or equivalent and 15 yrs of general experience

Sr Eng/Anal IV - Master's Degree or equivalent and 14 yrs of general experience

Sr Eng/Anal V - Master's Degree or equivalent and 16 yrs of general experience

Engineer / Analyst

Brief Description & Experience:

Under supervision performs a variety of engineering tasks that are broad in nature and are concerned with design and implementation, including personnel, hardware, software and support facilities and/or equipment. Performs with some latitude for unreviewed actions and decisions. Plans and performs engineering research, design development, and other assignments in conformance with design, engineering, and customer specifications. Responsible for the technical/engineering part of a major project or a project of lesser complexity and importance than those normally assigned to a higher level engineer. Coordinates the activities of technicians assigned to specific engineering projects. May perform other duties as assigned.

JOB SPECIFICATIONS

Eng/Anal I - Bachelor's Degree or equivalent and 5 yrs of general experience

Eng/Anal II - Bachelor's Degree or equivalent and 7 yrs of general experience

Eng/Anal III - Bachelor's Degree or equivalent and 10 yrs of general experience

Jr. Engineer / Analyst

Brief Description & Experience:

Under supervision, assists in defining and executing engineering activities within a project. These activities may consist of planning, performance management, capacity planning, testing and validation, benchmarking, engineering, and development and staffing of an engineering management plan. Performs engineering planning, performance management, capacity planning, testing and validation, benchmarking. Development and staffing of an engineering management plan. Supports project engineers, as required. Analyzes and develops technical documentation detailing the integration and system performance. May perform other duties as assigned.

JOB SPECIFICATIONS

Jr Eng/Anal I - Bachelor's Degree or equivalent

Jr Eng/Anal II - Bachelor's Degree or equivalent and 3 years of general experience

(CUSTOMER INFORMATION: Continued)

Technician

Brief Description & Experience:

Works under supervision to perform a variety of engineering tasks that are broad in nature and are concerned with design and implementation, including support facilities and/or equipment. Supports the planning and performance of engineering and customer specifications. Supports the technical/engineering activities related to the development and integration of testing a project assigned to higher-level engineers. Works under the supervision of a senior engineer or project manager. May perform other duties as assigned.

JOB SPECIFICATIONS

Tech I - High School Diploma or equivalent

Tech II - Bachelor's Degree or equivalent

Tech III - Bachelor's Degree or equivalent and 2 yr of general experience

Tech IV - Bachelor's Degree or equivalent and 4 yrs of general experience

Technical Specialist

Brief Description & Experience:

Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and other reports and deliverables. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

JOB SPECIFICATIONS

Tech Specialist I - High School Diploma or equivalent and 1 yr of general experience

Tech Specialist II - High School Diploma or equivalent and 3 yrs of general experience

Senior Scientist/Subject Matter Expert

Brief Description & Experience:

Expert in single or multiple technical disciplines providing expert knowledge and insight into specific areas of science and technology. Guides the development and application of this knowledge to the project. Independently performs a variety of system design and integration tasks where subject matter expertise is required. Supervises and guides a broad team of technical staff/engineers. Plans and performs required research, design evaluation, technical development, system integration planning and other tasks in specific technical areas. Responsible for highly complex technical/engineering tasks. Coordinates and guides the activities of technical staff assigned to specific tasks. May perform other duties as required.

JOB SPECIFICATIONS

Senior Scientist/SME I – Master's Degree or equivalent and 10 yrs of general experience with at least five years in the area of expertise

Senior Scientist/SME II – Master's Degree or equivalent and 12 yrs of general experience with at least six years in the area of expertise

Senior Scientist/SME III – Master's Degree or equivalent and 29 yrs of general experience with at least seven years in the area of expertise

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Program Manager **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** Yes

Major Responsibilities

The Program Manager is responsible for all operations under the contract. He/she oversees senior managers and provides daily direction and oversight. As the primary interface with Government customers, the PM is responsible for reporting the status and progress of work performed, developing solutions and negotiating resolutions to problems that arise under the program. The PM must have significant experience in the field, with a general knowledge of all disciplines within the field. The PM is responsible for maintaining satisfactory budget, schedule, personnel, and technical aspects of the program.

Duties and Responsibilities

- Maintain program budgets and schedules
- Provide expertise to achieve program technical objectives
- Manage senior-level employees/managers
- Solve complex problems and develop strategies to achieve program success
- Adhere to all company and customer policies and contract requirements
- Promote positive work environment
- Proactively assess program status and anticipate opportunities to reduce potential risks and exploit areas of synergy and efficiency.
- Promote innovation within the team
- Continuously meet with Government customer to assess program status and seek opportunities to improve or expand support

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field; Masters preferred.

Min Exp: Minimum 15 years of experience.

Training Req: The candidate must demonstrate significant management experience and success in managing budgets, schedules, personnel, and technical objectives. Must be innovative and adaptive. Must be an excellent communicator, both written and oral. Must be able to set objectives for the organization and motivate team members to exceed expectations.

Substitutions: Requirements may be modified as necessary with Government customer approval.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: PM / Subject Matter Expert **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: Yes

Major Responsibilities

Provides senior/executive level oversight and program support in the field of Logistics. May function as a Program Manager of a large program, or provide periodic support to multiple programs.

Duties and Responsibilities

- Develops processes and policies for overall program application
- Provides recommendations to Government Program officials or senior company management regarding a broad set of Logistical topics, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging
 - Inventory/warehousing
 - Security
- May manage senior managers and direct operations for a major program, setting goals which align with overall policy objectives
- Provides innovative solutions to complex problems within organizational systems

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field; Masters preferred.

Min Exp: Minimum 20 years of experience.

Training Req: Must be recognized as an expert in the field as evidenced by prior professional career experience, scholarly work which contributes to the furtherance of the field of logistics, recognized contributions to the body of knowledge within the field, or significant positions of responsibility that lead to a unique experience base.

Substitutions: Requirements may be modified as necessary with Government customer approval.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Senior Logistics Analyst III **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: Yes

Major Responsibilities

Provides senior-level expertise and program support in the field of Logistics. May be responsible for working group budget and productivity. Directly interfaces with the customer to assess program needs and objectives. May provide direction for junior team members as required. Addresses complex problems and tasked with achieving major program objectives.

Duties and Responsibilities

- Provides expertise and oversight in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer to meet program objectives
- Provides innovative solutions to complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 15 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 15) may substitute for each year of college (e.g., someone with 3 years of college and 17 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Senior Logistics Analyst II **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** Yes

Major Responsibilities

Provides senior-level expertise and program support in the field of Logistics. May be responsible for working group budget and productivity. Directly interfaces with the customer to assess program needs and objectives. May provide direction for junior team members as required. Addresses complex problems and tasked with achieving major program objectives.

Duties and Responsibilities

- Provides expertise and oversight in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer to meet program objectives
- Provides innovative solutions to complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 12 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 12) may substitute for each year of college (e.g., someone with 3 years of college and 14 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Senior Logistics Analyst I **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** Yes

Major Responsibilities

Provides senior-level expertise and program support in the field of Logistics. May be responsible for working group budget and productivity. Directly interfaces with the customer to assess program needs and objectives. May provide direction for junior team members as required. Addresses complex problems and is tasked with achieving major program objectives.

Duties and Responsibilities

- Provides expertise and oversight in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer to meet program objectives
- Provides innovative solutions to complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 10 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 10) may substitute for each year of college (e.g., someone with 3 years of college and 12 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Analyst V

REVISION DATE: 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: No

Major Responsibilities

Provides expertise and program support in the field of Logistics. Responsible for significant roles of responsibility within a working group. Contributes to customer briefings and discussions involving program needs and objectives. Addresses moderately complex problems and is tasked with achieving program objectives.

Duties and Responsibilities

- Provides expertise in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer and/or team leads to meet operational objectives
- Provides solutions to moderately complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 8 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 8) may substitute for each year of college (e.g., someone with 3 years of college and 10 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Analyst IV

REVISION DATE: 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: No

Major Responsibilities

Provides expertise and program support in the field of Logistics. Responsible for significant roles of responsibility within a working group. Contributes to customer briefings and discussions involving program needs and objectives. Addresses moderately complex problems and is tasked with achieving program objectives.

Duties and Responsibilities

- Provides expertise in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer and/or team leads to meet operational objectives
- Provides solutions to moderately complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 6 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 6) may substitute for each year of college (e.g., someone with 3 years of college and 8 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Analyst III

REVISION DATE: 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: No

Major Responsibilities

Provides expertise and program support in the field of Logistics. Responsible for significant roles of responsibility within a working group. Contributes to customer briefings and discussions involving program needs and objectives. Addresses moderately complex problems and is tasked with achieving program objectives.

Duties and Responsibilities

- Provides expertise in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer and/or team leads to meet operational objectives
- Provides solutions to moderately complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 4 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 4) may substitute for each year of college (e.g., someone with 3 years of college and 6 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Analyst II

REVISION DATE: 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: No

Major Responsibilities

Provides expertise and program support in the field of Logistics. Responsible for significant roles of responsibility within a working group. Contributes to customer briefings and discussions involving program needs and objectives. Addresses moderately complex problems and is tasked with achieving program objectives.

Duties and Responsibilities

- Provides expertise in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer and/or team leads to meet operational objectives
- Provides solutions to moderately complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 2 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two additional years of experience (above 2) may substitute for each year of college (e.g., someone with 3 years of college and 4 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Analyst I

REVISION DATE: 1/26/2016

FLSA CLASS: Exempt

SUPERVISOR: No

Major Responsibilities

Provides expertise and program support in the field of Logistics. Responsible for significant roles of responsibility within a working group. Contributes to customer briefings and discussions involving program needs and objectives. Addresses moderately complex problems and is tasked with achieving program objectives.

Duties and Responsibilities

- Provides expertise in a broad set of Logistical areas, including:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with customer and/or team leads to meet operational objectives
- Provides solutions to moderately complex problems within organizational systems
- Applies experience to solve a wide variety of Logistical problems in a manner that coordinates with program objectives

Education, Experience, and Skill Requirements

Min Education: BS in Logistics, Operations Research, Management, Business or related field.

Min Exp: No minimum experience requirements.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 3 years of college and 2 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Specialist V **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** No

Major Responsibilities

Provides specialized program support in a Logistics discipline. Responsible for meeting program requirements within designated resource and time constraints. Generally provides efforts focused in a specific area of logistical operations. Implements program action to meet objectives. Performs a variety of specialized tasks to meet designated objectives.

Duties and Responsibilities

- Exhibits proficiency in one or more of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with team leads to meet operational objectives
- Provides solutions to moderately complex problems within program tasks
- Applies experience to accomplish objectives in a manner that coordinates with program goals

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 10 years of experience.

Training Req: Requires 5 years of specialized training and/or experience in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 12 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Specialist IV **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** No

Major Responsibilities

Provides specialized program support in a Logistics discipline. Responsible for meeting program requirements within designated resource and time constraints. Generally provides efforts focused in a specific area of logistical operations. Implements program action to meet objectives. Performs a variety of specialized tasks to meet designated objectives.

Duties and Responsibilities

- Exhibits proficiency in one or more of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with team leads to meet operational objectives
- Provides solutions to moderately complex problems within program tasks
- Applies experience to accomplish objectives in a manner that coordinates with program goals

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 8 years of experience.

Training Req: Requires 3 years of specialized training and/or experience in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 10 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Specialist III **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** No

Major Responsibilities

Provides specialized program support in a Logistics discipline. Responsible for meeting program requirements within designated resource and time constraints. Generally provides efforts focused in a specific area of logistical operations. Implements program action to meet objectives. Performs a variety of specialized tasks to meet designated objectives.

Duties and Responsibilities

- Exhibits proficiency in one or more of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with team leads to meet operational objectives
- Provides solutions to moderately complex problems within program tasks
- Applies experience to accomplish objectives in a manner that coordinates with program goals

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 6 years of experience.

Training Req: Requires 2 years of specialized training and/or experience in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 8 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Specialist II **REVISION DATE:** 1/26/2016

FLSA CLASS: Non-Exempt **SUPERVISOR:** No

Major Responsibilities

Provides specialized program support in a Logistics discipline. Responsible for meeting program requirements within designated resource and time constraints. Generally provides efforts focused in a specific area of logistical operations. Implements program action to meet objectives. Performs a variety of specialized tasks to meet designated objectives.

Duties and Responsibilities

- Exhibits proficiency in one or more of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with team leads to meet operational objectives
- Provides solutions to moderately complex problems within program tasks
- Applies experience to accomplish objectives in a manner that coordinates with program goals

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 4 years of experience.

Training Req: Requires 1 year of specialized training and/or experience in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 6 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Logistics Specialist I **REVISION DATE:** 1/26/2016

FLSA CLASS: Non-Exempt **SUPERVISOR:** No

Major Responsibilities

Provides specialized program support in a Logistics discipline. Responsible for meeting program requirements within designated resource and time constraints. Generally provides efforts focused in a specific area of logistical operations. Implements program action to meet objectives. Performs a variety of specialized tasks to meet designated objectives.

Duties and Responsibilities

- Exhibits proficiency in one or more of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Coordinates with team leads to meet operational objectives
- Provides solutions to moderately complex problems within program tasks
- Applies experience to accomplish objectives in a manner that coordinates with program goals

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 2 years of experience.

Training Req: Requires 1 year of specialized training and/or experience in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 4 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Engineer/Scientist III **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** No

Major Responsibilities

Supports various program efforts that provide engineering, scientific, and/or technical solutions in support of problem definition, analysis, requirement development, and implementation for complex systems in the engineering and/or scientific disciplines required to meet program technical requirements. Participates in efforts that develop recommendations and advice on system development, improvements, optimization, or support efforts. Works to develop and/or improve system performance through application of engineering and/or scientific solutions.

Duties and Responsibilities

- Applies engineering/scientific principles within the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Applies scientific methods and theories to effect solutions to problems within the program
- May be tasked with testing proposed processes or procedures to determine whether they provide desired program improvements
- Records/documents various system specifications and applicable metrics throughout all stages of problem resolution to verify and replicate outcomes
- May receive input through regular interaction with personnel from various program areas and disciplines

Education, Experience, and Skill Requirements

Min Education: BS in Engineering, Physics, Mathematics, Computer Science or related field.

Min Exp: Minimum 10 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 3 years of college and 12 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Engineer/Scientist II **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** No

Major Responsibilities

Supports various program efforts that provide engineering, scientific, and/or technical solutions in support of problem definition, analysis, requirement development, and implementation for complex systems in the engineering and/or scientific disciplines required to meet program technical requirements. Participates in efforts that develop recommendations and advice on system development, improvements, optimization, or support efforts. Works to develop and/or improve system performance through application of engineering and/or scientific solutions.

Duties and Responsibilities

- Applies engineering/scientific principles within the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Applies scientific methods and theories to effect solutions to problems within the program
- May be tasked with testing proposed processes or procedures to determine whether they provide desired program improvements
- Records/documents various system specifications and applicable metrics throughout all stages of problem resolution to verify and replicate outcomes
- May receive input through regular interaction with personnel from various program areas and disciplines

Education, Experience, and Skill Requirements

Min Education: BS in Engineering, Physics, Mathematics, Computer Science or related field.

Min Exp: Minimum 8 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 3 years of college and 10 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Engineer/Scientist I **REVISION DATE:** 1/26/2016

FLSA CLASS: Exempt **SUPERVISOR:** No

Major Responsibilities

Supports various program efforts that provide engineering, scientific, and/or technical solutions in support of problem definition, analysis, requirement development, and implementation for complex systems in the engineering and/or scientific disciplines required to meet program technical requirements. Participates in efforts that develop recommendations and advice on system development, improvements, optimization, or support efforts. Works to develop and/or improve system performance through application of engineering and/or scientific solutions.

Duties and Responsibilities

- Applies engineering/scientific principles within the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Applies scientific methods and theories to effect solutions to problems within the program
- May be tasked with testing proposed processes or procedures to determine whether they provide desired program improvements
- Records/documents various system specifications and applicable metrics throughout all stages of problem resolution to verify and replicate outcomes
- May receive input through regular interaction with personnel from various program areas and disciplines

Education, Experience, and Skill Requirements

Min Education: BS in Engineering, Physics, Mathematics, Computer Science or related field.

Min Exp: Minimum 5 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 3 years of college and 7 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Technician III

REVISION DATE: 1/26/2016

FLSA CLASS: Non-Exempt

SUPERVISOR: No

Major Responsibilities

Performs highly specialized tasks associated with equipment maintenance, set-up, calibration, test, and operation. Troubleshoots, repairs, or reconfigures systems in order to meet program objectives. May be required to prepare reports that detail and document work performed. Receives work direction from supervisor on work priorities and daily assignments.

Duties and Responsibilities

- Applies specialized knowledge of specific equipment in support of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Configures equipment in support of normal use/production, test operations, calibration, moves, or repair.
- May be required to use and interpret engineering drawings, schematics, or technical descriptions.
- Prioritizes projects based on program schedules and/or supervisor instruction.

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 10 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 12 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Technician II

REVISION DATE: 1/26/2016

FLSA CLASS: Non-Exempt

SUPERVISOR: No

Major Responsibilities

Performs specialized tasks associated with equipment maintenance, set-up, calibration, test, and operation. Troubleshoots, repairs, or reconfigures systems in order to meet program objectives. May be required to prepare reports that detail and document work performed. Receives work direction from supervisor on work priorities and daily assignments.

Duties and Responsibilities

- Applies specialized knowledge of specific equipment in support of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Configures equipment in support of normal use/production, test operations, calibration, moves, or repair.
- May be required to use and interpret engineering drawings, schematics, or technical descriptions.
- Prioritizes projects based on program schedules and/or supervisor instruction.

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 5 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 7 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Technician I

REVISION DATE: 1/26/2016

FLSA CLASS: Non-Exempt

SUPERVISOR: No

Major Responsibilities

Performs tasks associated with equipment maintenance, set-up, calibration, test, and operation. Troubleshoots, repairs, or reconfigures systems in order to meet program objectives. May be required to prepare reports that detail and document work performed. Receives work direction from supervisor on work priorities and daily assignments.

Duties and Responsibilities

- Applies knowledge of specific equipment in support of the following Logistical disciplines:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Configures equipment in support of normal use/production, test operations, calibration, moves, or repair.
- May be required to use and interpret engineering drawings, schematics, or technical descriptions.
- Prioritizes projects based on program schedules and/or supervisor instruction.

Education, Experience, and Skill Requirements

Min Education: Associates' Degree in Logistics, Operations Research, Management, Business or related field.

Min Exp: Minimum 2 years of experience.

Training Req: May have specialized training in a particular discipline of Logistics.

Substitutions: Two years of experience may substitute for each year of college (e.g., someone with 1 year of college and 4 years of experience would qualify).

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Clerk III

REVISION DATE: 1/26/2016

FLSA CLASS: Non-Exempt

SUPERVISOR: No

Major Responsibilities

Performs complex administrative tasks associated with various disciplines in the field of Logistics.

Duties and Responsibilities

- May provide documentation and records support in the areas of:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Processes paperwork and completes required forms associated with project areas
- Completes defined processes and routines for various tasks
- May be required to search databases or various other sources
- Must be familiar with configuration control policies for project areas

Education, Experience, and Skill Requirements

Min Education: High School diploma or equivalent.

Min Exp: Minimum 5 years of general experience.

Training Req: May require specialized training in a customer-specific database or software system.

Substitutions: Two years of specialized experience may substitute for 1 year of general experience.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Clerk II

REVISION DATE: 1/26/2016

FLSA CLASS: Non-Exempt

SUPERVISOR: No

Major Responsibilities

Performs moderately complex administrative tasks associated with various disciplines in the field of Logistics.

Duties and Responsibilities

- May provide documentation and records support in the areas of:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Processes paperwork and completes required forms associated with project areas
- Completes defined processes and routines for various tasks
- May be required to search databases or various other sources
- Must be familiar with configuration control policies for project areas

Education, Experience, and Skill Requirements

Min Education: High School diploma or equivalent.

Min Exp: Minimum 2 years of general experience.

Training Req: May require specialized training in a customer-specific database or software system.

Substitutions: None.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Clerk I

REVISION DATE: 1/26/2016

FLSA CLASS: Non-Exempt

SUPERVISOR: No

Major Responsibilities

Performs administrative tasks associated with various disciplines in the field of Logistics.

Duties and Responsibilities

- May provide documentation and records support in the areas of:
 - Supply chain management
 - Documentation/process control
 - Staffing/personnel management/force structure
 - Transportation/production control
 - Process improvement
 - Material Handling
 - Production/operations
 - Packaging/shipping
 - Inventory/warehousing
 - Metrology/calibration
 - Foreign Military Sales
 - Spares/repairs
- Processes paperwork and completes required forms associated with project areas
- Completes defined processes and routines for various tasks
- May be required to search databases or various other sources
- Must be familiar with configuration control policies for project areas

Education, Experience, and Skill Requirements

Min Education: High School diploma or equivalent.

Min Exp: No minimum experience requirement.

Training Req: May require specialized training in a customer-specific database or software system.

Substitutions: None.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Administrative Assistant III **REVISION DATE:** 1/26/2016

FLSA CLASS: Non-Exempt **SUPERVISOR:** No

Major Responsibilities

Support managers and employees through a variety of tasks related to organization and communication. Communicate via phone and email ensuring that all administrative assistant duties are completed accurately and delivered with high quality and in a timely manner.

Duties and Responsibilities

Typical duties may include the following activities:

- Answer and direct phone calls
- Organize and schedule meetings and appointments
- Maintain contact lists
- Produce and distribute correspondence memos, letters, faxes and forms
- Assist in the preparation of regularly scheduled reports
- Develop and maintain a filing system
- Order office supplies
- Book travel arrangements
- Submit and reconcile expense reports
- Provide general support to visitors.

Education, Experience, and Skill Requirements

Min Education: High School diploma or equivalent.

Min Exp: Minimum 5 years of general experience.

Training Req: Must be proficient in basic computer software such as Microsoft Office products (Excel, Word, PowerPoint), Outlook, etc.

Substitutions: Two years of specialized experience may substitute for 1 year of general experience.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Administrative Assistant II **REVISION DATE:** 1/26/2016

FLSA CLASS: Non-Exempt **SUPERVISOR:** No

Major Responsibilities

Support managers and employees through a variety of tasks related to organization and communication. Communicate via phone and email ensuring that all administrative assistant duties are completed accurately and delivered with high quality and in a timely manner.

Duties and Responsibilities

Typical duties may include the following activities:

- Answer and direct phone calls
- Organize and schedule meetings and appointments
- Maintain contact lists
- Produce and distribute correspondence memos, letters, faxes and forms
- Assist in the preparation of regularly scheduled reports
- Develop and maintain a filing system
- Order office supplies
- Book travel arrangements
- Submit and reconcile expense reports
- Provide general support to visitors.

Education, Experience, and Skill Requirements

Min Education: High School diploma or equivalent.

Min Exp: Minimum 2 years of general experience.

Training Req: Must be proficient in basic computer software such as Microsoft Office products (Excel, Word, PowerPoint), Outlook, etc.

Substitutions: None.

(CUSTOMER INFORMATION: Continued)

LOGISTIC POSITION DESCRIPTION

POSITION TITLE: Administrative Assistant I **REVISION DATE:** 1/26/2016

FLSA CLASS: Non-Exempt **SUPERVISOR:** No

Major Responsibilities

Support managers and employees through a variety of tasks related to organization and communication. Communicate via phone and email ensuring that all administrative assistant duties are completed accurately and delivered with high quality and in a timely manner.

Duties and Responsibilities

Typical duties may include the following activities:

- Answer and direct phone calls
- Organize and schedule meetings and appointments
- Maintain contact lists
- Produce and distribute correspondence memos, letters, faxes and forms
- Assist in the preparation of regularly scheduled reports
- Develop and maintain a filing system
- Order office supplies
- Book travel arrangements
- Submit and reconcile expense reports
- Provide general support to visitors.

Education, Experience, and Skill Requirements

Min Education: High School diploma or equivalent.

Min Exp: No minimum experience requirement.

Training Req: Must be proficient in basic computer software such as Microsoft Office products (Excel, Word, PowerPoint), Outlook, etc.

Substitutions: None.

Labor Category Substitution Caveat:

On occasion, there may be a need to waive the education and/or experience requirements in order to use the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the task order contracting officer or contracting officer technical representative. If such a waiver is included in Alcyon's proposal, award of said proposal shall be deemed a grant of the waiver.